

UNITED STATES DISTRICT COURT
SOUTHERN DISTRICT OF NEW YORK

SEHRA WAHEED,

Plaintiff,

-v-

NICKOLAOS RENTOULIS, ET AL.,

Defendant(s).

USDC SDNY
DOCUMENT
ELECTRONICALLY FILED
DOC #: _____
DATE FILED: 10/30/2024**ORDER**

24-CV-6476 (AT) (HJR)

HENRY J. RICARDO, United States Magistrate Judge.

The Court has recently received several ex parte communications from Plaintiff Sehra Waheed by email. Pursuant to Judge Ricardo's Individual Practices in Pro Se Cases, available at <https://nysd.uscourts.gov/hon-henry-j-ricardo>, a pro se party should deliver all filings and communications with the Court to the Pro Se Intake Unit by mail, in-person, dropbox, or email. Direct communications with Chambers are not permitted absent a specific direction by the Court and Plaintiff should refrain from additional ex parte communications to Chambers.

Plaintiff is advised that there is a Pro Se Law Clinic available to assist self-represented parties in civil cases. The Clinic may be able to provide a pro se party with advice in connection with their case. The Pro Se Law Clinic is run by a private organization called the City Bar Justice Center; it is not part of, or run by, the Court (and, among other things, therefore cannot accept filings on behalf of the Court, which must still be made by any self-represented party through the Pro Se Intake Unit). Litigants in need of legal assistance should complete the City Bar

Justice Center's intake form available at

<https://www.citybarjusticecenter.org/projects/federal-pro-se-legal-assistance-project/>

to make an appointment. If a litigant has questions about the intake form or needs to highlight an urgent deadline already disclosed in the form, the clinic can be contacted by phone (212-382-4794) or email (fedprosdny@nycbar.org). In-person appointments in the Thurgood Marshall Courthouse in Manhattan are available Monday through Thursday, 10:00 a.m. to 4:00 p.m. Appointments are also available remotely Monday through Friday, 10:00 a.m. to 4:00 p.m.

The Clerk of Court is respectfully requested to mail a copy of this order to the pro se litigant.

SO ORDERED.

Dated: October 30, 2024
New York, New York



Henry J. Ricardo
United States Magistrate Judge